



**DOD 4145.19-R**

# **STORAGE AND WAREHOUSING FACILITIES AND SERVICES**

**DEPARTMENT OF DEFENSE**

**JUNE 1978**

**DOD 4145.19-R**

**HEADQUARTERS, DEPARTMENT OF THE ARMY  
WASHINGTON, DC**

**15 June 1978**

**FOREWORD**

This regulation is issued under the directional authority of the Assistant Secretary of Defense (Manpower, Reserve Affairs and Logistics (ASD MRA&L) ) in compliance with Department of Defense Directive 4145.19, "Storage and Warehousing Facilities and Services," dated August 13, 1975. The provisions of this Regulation apply to the Military Departments and the Defense Logistics Agency, worldwide. Heads of these DOD Components may issue supplementary instructions only when necessary to provide for unique requirements within their respective Components.

This regulation is effective immediately.

**BERNARD W. ROGERS**  
*General, United States Army*  
*Chief of Staff*

Official:

**J. C. PENNINGTON**  
*Brigadier General, United States Army*  
*The Adjutant General*

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USAR: None.  
Air Force: F  
Marine Corps: MARCORPS CODE: JE  
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## STORAGE AND WAREHOUSING FACILITIES AND SERVICES

### 1. References.

a. DOD Directive 4145.19, "Storage and Warehousing Facilities and Services," August 13, 1975.

b. DOD Directive 4140.25, "Management of Petroleum Products," December 22, 1972.

c. DOD Instruction 7220.17, "Cost Accounting for Central Supply Management, Industrial Preparedness and Terminal Operations," December 22, 1966.

d. DOD Directive 4100.15, "Commercial or Industrial Activities," July 8, 1971.

e. DOD Directive 4165.6, "Real Property; Acquisition, Management and Disposal," December 22, 1976.

f. DOD Directive 4165.20, "Utilization and Retention of Real Property," August 29, 1958.

g. Joint Regulation AR 740-30/NAVSUPINST 4450.19/AFR 67-73/MCO 4450.9/DSAR 4145.26, "Commercial Warehouse Service Plan for Department of Defense Agencies," administered by DLA under DOD Directive 5105.22, January 5, 1977.

h. DOD Instruction 7041.3, "Economic Analysis and Program Evaluation for Resource Management," October 18, 1972.

i. DOD Instruction 4165.12, "Prior Approval of Real Property Actions," July 23, 1973.

j. DOD Instruction 4145.5, "Storage Space Management Report (DD Form 805)," May 10, 1974.

k. DOD Directive 4000.19, "Basic Policies and Principles for Interservice, Interdepartmental and Interagency Support," March 27, 1972.

1. DOD Directive 7410.4, "Regulations Governing Industrial Fund Operations," September 25, 1972.

m. DOD Instruction 5030.53, "Reimbursement for GSA Space, Services and Facilities," October 25, 1977".

**2. Purpose.** This regulation implements DOD

Directive 4145.19 (reference a), promulgates general policies, and delineates responsibilities concerning storage and warehousing facilities and services.

### 3. General.

a. The contents of this regulation are augmented by the DOD 4145.19-R series of regulations which provide other guidance concerning storage and warehousing, as follows:

<i>Number</i>	<i>Title</i>
(1) 4145. 19-R-1	Storage and Materials Handling
(2) 4145. 19-R-2	Storage and Materials Handling Standard Methods
(3) 4145. 19-R-3	Storage Modernization

b. Procedures to be followed in cross-servicing storage and warehousing services between DOD and civilian agencies of the Government are contained in enclosure 2 to this regulation.

c. Enclosure 3 contains a listing of DOD Military Service/Agency directives/publications which implement DOD Directives/Instructions referenced in paragraph 1.

### 4. Applicability and Scope.

a. The provisions of this regulation apply to the Military Departments and the Defense Logistics Agency (DLA) (hereafter referred to as "DOD Components"), worldwide. The term "Military Services," as used herein, refers to the Army, Navy, Air Force, and Marine Corps.

b. Its provisions encompass storage and warehousing facilities and services for all DOD installations, except for bulk petroleum, oils, lubricants (POL) facilities and services which are governed by DOD Directive 4140.25 (reference b) and temporary storage facilities associated with cargo terminal (throughput) operations.

c. The schedule of services and charges in enclosure 1 applies to all DOD installations, except for bulk POL facilities, for facilities associated with cargo terminal operations, and as stated in paragraph 6.1., m., and n.

5. **Definitions.** As used herein, the following definitions apply:

a. *Common Use.* Storage space and warehousing services provided by one DOD Component on a common basis for another DOD Component. This includes space and services common serviced (without reimbursement), or cross serviced (with reimbursement), and space licensed or permitted.

b. *Warehousing Services.* Receipt, issue, physical inventory, storage, and other functions as identified in DOD Instruction 7220.17 (reference c).

6. **Policy.**

a. Optimum utilization and common use shall be made of existing DOD storage facilities to help minimize overall storage and distribution costs. Storage/warehousing facilities retained in standby for mobilization shall be made available and utilized in the most efficient and effective manner during peacetime. Unless a compelling reason to the contrary exists, use of facilities of DOD Components shall be considered before the establishment or expansion of storage and warehousing facilities is undertaken.

b. When DOD storage facilities are not available to meet established requirements, the necessary facilities shall be acquired by whichever of the following methods is most feasible and economical, consistent with DOD Directives 4100.15, 4165.6, 4165.20 (references cl, e, and f), Joint Regulation AR 740-30 (reference g), DOD Instruction 7041.3 (reference h), and paragraph f., below, as appropriate:

(1) Arranging with a Federal Civilian Agency for the use of a facility or portion thereof.

(2) Using commercial warehousing services under the DOD Commercial Warehouse Service Plan.

(3) Leasing non-Government owned facilities.

(4) Constructing new facilities.

(5) Purchasing facilities.

c. Sufficient storage facilities shall be retained to meet mobilization requirements after consid-

ering the capacity available for Federal civilian agencies and commercial facilities.

d. When material is destined to a point (either within or outside the continental United States) where US Government storage space is not available, commercial facilities shall be used when they:

(1) Meet the operational requirements, and

(2) Cost less than diverting the material to available US Government storage space at another location.

e. Continuing storage and warehousing modernization programs shall be established to optimize productivity, efficiency and responsiveness as prescribed by DOD 4145. 19-R-3. When applicable, economic analysis as set forth in DOD Instruction 7041.3 (reference h) shall be used to ensure that cost vs. benefits of all alternatives are considered in arriving at investment and operating decisions.

f. Prior to initiating action to acquire or dispose of a storage facility, the approval of the ASD (MRA&L) shall be obtained in accordance with the provision of DOD Instruction 4165.12 (reference i).

g. Diversion of covered storage space reported on DD Form 805 (Storage Space Management Report) in consonance with DOD Instruction 4145.5 (reference j) is authorized when it is the most practical means of satisfying an essential requirement. However, diversion of more than 40,000 gross square feet at one installation during 1 fiscal year shall require prior approval by the ASD (MRA&L). This is not intended to restrict the temporary use (not exceeding 120 days) of a facility for another purpose in the event of an emergency, provided this is accomplished without structural change.

h. Compatible criteria and planning factors shall be used for determining storage space requirements to meet approved DOD programs for both peacetime and emergency conditions. Such requirements shall be projected for a minimum of 5 years.

i. Controls shall be established to ensure effective utilization of materials handling equipment (MHE) and storage aids to help minimize

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costs of handling and processing material as outlined in DOD 4145.19-R-1.

j. A system shall be established for the maintenance and exchange of storage space information among DOD Components to ensure visibility of available storage space assets, utilizing the information submitted in accordance with DOD Instruction 4145.5 (reference j). The guidelines for exchanging storage space information, as required, will be incorporated in Chapter II, DOD 4145. 19-R-1.

k. The DOD Component operating a storage facility normally shall furnish all personnel, supplies, and equipment required when providing common servicing or cross servicing for other DOD Components. When special requirements exist, such requirements shall be clearly stipulated in the agreement. The DOD Component providing storage space and/or warehousing services to others shall provide such space and/or services on an equal priority with its own.

1. Storage space and/or associated warehousing services, except for that provided in support of property disposal operations, shall be furnished to other DOD Components on a common-service basis, provided that the requirements do not exceed the existing capability of the servicing activity or involve significant, unbudgeted costs.

(1) In the latter event, space and/or services shall be furnished on a cross-servicing basis until such time as the servicing activity can program the requirements, normally the next fiscal year. Storage space and/or warehousing services provided in support of property disposal operations shall be furnished on a cross-servicing basis.

(2) The provision of storage space and/or associated warehousing services on cross-servicing basis to other DOD Components shall be in accordance with the provisions of DOD Directive 4000.19 (reference k).

(3) When the storage space and/or associated warehousing services are furnished on a common service basis by an industrially funded activity, the costs shall be charged to a support allotment funded by the operating account of the activity's parent Military Service or Agency.

m. Ordinarily, the applicable rates in enclosure 1 shall be used when the storage space and/or warehousing services are provided to DOD Components on a cross-servicing basis. Reimbursements in these cases shall be made monthly. However, other charges may be negotiated to cover actual or estimated costs when-

(1) Charges in enclosure 1 are inequitable.

(2) Charges are determined by an industrially funded activity in accordance with DOD Directive 7410.4 (reference 1).

(3) A cost accounting system is in operation that uniformly applies costs to jobs or tasks involved.

(4) When storage/warehousing space is furnished by a host to a tenant user/operator under a permit or license agreement and the tenant user/operator provides his own warehousing services.

n. Cross servicing between Federal civilian agencies and DOD Components shall be conducted in accordance with the provisions of the DOD/GSA Agreement contained in enclosure 2. The provisions of DOD Instruction 5030.53 (reference m) do not apply under these conditions.

(1) When cross servicing to Federal civilian agencies by DOD Components is involved, charges normally will be based upon the rates in enclosure 1. However, special rates may be negotiated to cover actual or estimated costs for large, bulk lots of material (except for strategic and critical materials for which special rates are provided in attachment 3 of enclosure 2) when the applicable rates appear inequitable because:

(a) Services normally performed will not be required.

(b) Additional services will be required, subject to the approval of the Assistant Secretary of Defense (Comptroller) (ASD (C) ).

(2) When a request for reducing the applicable rate(s) is received from a Federal civilian agency, the servicing DOD Component shall forward, through channels, the formal request with an analysis of the validity and reasonableness thereof and recommendation to the ASD(C).

(3) DOD Components shall not delay or re-

fuse to provide storage space and warehousing services to authorized Federal civilian agencies which request reductions in the standard rates prior to approval.

o. Storage facilities for which there is no current or projected requirement shall be inactivated, with emphasis toward inactivation of complete installations rather than portions of several installations. Such facilities shall not be continued in operation because of prior commitments or occupancy by other than a DOD Component. If severable, excess storage facilities and supporting land shall be reported to the General Services Administration (GSA) for screening with other Federal agencies. Inactivated facilities shall be reassigned, diverted to other uses, or held in standby, pending disposition or use for mobilization purposes pursuant to reference e.

p. Prior to initiating action to dispose of storage facility housing Service/Agency owned material, or change its structure, or environmental characteristics (security, temperature/humidity control, etc.), the Military Service holding title to the material stored in the facility shall be notified.

## 7. Responsibilities.

a. The ASD (MRA&L) is responsible for establishing policy guidance to DOD Components concerning the efficient and effective use of DOD storage and warehousing resources.

b. The ASD(C) is responsible for establishing charges for cross-servicing storage space and warehousing services.

c. The Department of the Army is responsible for:

(1) Developing, publishing, and maintaining, in coordination with the other DOD components concerned, the DOD 4145. 19-R series of regulations which will implement this Regulation and providing such other guidance concerning stor-

age and warehousing as is considered appropriate.

(2) Evaluating and coordinating proposed revisions to the DOD 4145.19-R series of regulations which are developed internally or received from other DOD Components, and furnishing a copy of all revision proposals to the ASD (MRA&L). This responsibility includes:

(a) Resolving where possible those issues which concern procedural matters not affecting policy.

(b) Referring matters affecting policy, or irreconcilable procedural issues, together with divergent comments, to the ASD (MRA&L) for decision.

(c) Publishing and distributing approved changes to the DOD 4145.19-R series of regulations.

(3) Disposing of records regarding the DOD 4145. 19-R series of regulations and changes thereto.

d. To assist the ASD (MRA&L) in carrying out the responsibilities in a above, a DOD Storage and Warehousing Policy Committee has been established with the following membership and mission:

(1) The ASD (MRA&L) or his designee serves as Chairman and the DOD Components shall designate a Committee member from the staff office having primary responsibility for warehousing matters at the DOD Component level.

(2) This Committee is responsible for (a) informing the ASD (MRA&L) as to the adequacy and effectiveness of DOD storage and warehousing policies, and (b) submitting recommended revision to such policies.

e. All DOD Components shall:

(1) Disseminate DOD 4145. 19-R series of regulations to the operating level for compliance.

(2) Forward suggested changes in policies and procedures to the Department of the Army for preparation and coordination of revisions.

Schedule of Charges for Cross-Servicing in Storage Activities  
of DOD Components for Warehousing Facilities and Services

Item No.	Classification	Rates per short ton	
		<u>Unloading, checking, sorting and placing in storage</u>	<u>Withdrawal, checking and loading</u>
	<b>Bulk and Case Lots</b>		
I	Equipment not in containers (vehicles, boats, cranes, guns, aircraft, etc. )	\$12.75	\$17.50
II	Rigid containers (barrels, boxes, cartons, crates, drums):		
	a. Palletized material -----	6.00	9.40
	b. Nonpalletized material -----	15.00	18.75
III	Nonrigid containers (bags, bales, bundles) -----	13.75	19.40
IV	Ammunition, explosives, toxics -----	12.50	17.50
V	Perishable subsistence not in containers (carcass meat, etc. ) -----	6.25	8.75
VI	Bin and loose issue (excludes services covered by items VII through XIII below) -----	\$ 1.80 per line item	
VII	Preservation and packaging (time and material ) -----	10.50 per man-hour	
VIII	Packing, strapping, and marking (time and material) -----	10.10 per man-hour	
IX	Inventory -----	9.10 per man-hour	
X	Special security -----	8.00 per man-hour	
XI	Care of material in storage -----	9.10 per man-hour	
XII	Cyclic inspection -----	9.10 per man-hour	
XIII	Miscellaneous labor (not related to the categories listed above) ----- NOTE: The above rates are based on bulk quantity operations and include amounts for essential documentation incident to each service performed.	9.10 per man-hour	
XIV	Use of occupied space: a. Heated or controlled humidity warehouse ----- b. Refrigerated warehouse ----- c. Flammable warehouse ----- d. Unheated warehouse ----- e. Shed ----- f. Open ----- g. Igloo ----- h. Magazine -----	\$ .73 per gross square ft per annum 1.53 per gross square ft per annum .73 per gross square ft per annum .58 per gross square ft per annum .58 per gross square ft per annum .12 per gross square ft per annum .58 per gross square ft per annum .58 per gross square ft per annum	
XV	Machine tools and industrial metal working equipment: a. Unloading, checking, sorting, and placing in storage ----- b. Withdrawal, checking, and loading ----- c. Preservation and packaging ----- d. Inspection and testing -----	\$10.40 per man-hour 11.20 per man-hour plus direct cost of materials 11.80 per man-hour plus direct cost of materials 10.20 per man-hour plus direct cost of materials	

Enclosure 1

AGREEMENT BETWEEN THE DEPARTMENT OF DEFENSE  
AND  
THE GENERAL SERVICES ADMINISTRATION (GSA)  
ON  
INTERAGENCY CROSS-SERVICING IN STORAGE ACTIVITIES  
WITHIN THE UNITED STATES

I. PURPOSE

This agreement prescribes procedures to be followed in cross-servicing storage and warehousing services between the Department of Defense and Federal civilian agencies of the Government.

II. APPLICABILITY AND SCOPE

- A. The provisions of this agreement apply to all Government storage activities within the United States except those activities concerned with the storage and handling of bulk fuels.
- B. The services covered by this agreement include, but are not limited to, the following:
  - 1. Unloading of carriers' equipment; checking, sorting, placing material in storage, and documentation.
  - 2. Withdrawing material from storage; checking, marking, weighing, loading of carriers' equipment, documentation and internal switching.
  - 3. Use of storage space.
  - 4. Care and packaging of stored material.

III. CANCELLATION

The "Agreement Between the Department of Defense and the General Services Administration on Interagency Cross-Servicing in Storage Activities Within the United States," July 8, 1969, is hereby **cancelled**.

IV. CHARGES

Normally, charges for services rendered will be based upon the standard rates established by the Department of Defense or the Federal

civilian agency for internal use. However, special rates may be negotiated to cover actual or estimated costs for large, bulk lots of material (except for strategic and critical materials, for which special rates are provided in attachment 3) when the applicable rates appear inequitable, subject to the approval of Assistant Secretary of Defense (Comptroller) for the Department of Defense and appropriate program officials for the Federal civilian agencies.

## V. POLICY

To the extent feasible, the Department of Defense and the Federal civilian agencies will make available to each other on a reimbursable basis storage and warehousing services which each may require from time to time.

### VI. RESPONSIBILITIES

- A. The agency operating a facility will furnish all personnel, supplies and equipment required for the receipt, storage, care, handling and shipment of material. However, the requesting agency may furnish technical personnel on either an intermittent or continuing basis as required and agreed upon and have the right to inspect material in storage upon prior **arrangements with the operating agency**.
- B. The requesting agency will be responsible for **accountability**, traffic management on both inbound and outbound shipments, payment of all transportation costs, and for claims **for loss or damage** incident to transportation. The agency operating the facility rendering the storage and warehousing services will furnish such documentary evidence as is available to support any loss or damage claims.

## VII. REQUESTS FOR SERVICES

### A. General - Other Than Strategic and Critical Materials

- 1. Requests for storage and warehousing services should be made **in writing** and, to the maximum extent, should be submitted at least 30 days in advance of the scheduled date when the material is to be placed in storage. However, **when expediency demands, shorter notice may be given and, in emergencies, requests and acceptance may be by any available means of communication. In** such emergencies confirmation will be made in writing within 10 days.
- 2. Federal civilian agencies will submit all requests directly to the Department of Defense Component concerned. (See attachment 1 for contact points within each Department of Defense Component.)

## Enclosure 2

3. Department of Defense Components will submit all requests directly to the Federal civilian agency concerned. (See attachment 2 for contact points within Federal civilian agencies. )
4. Where applicable and feasible, each request for services will include the following information as a minimum:
  - a. Designation of requesting agency.
  - b. Description of material, including special storage and handling requirements, if any.
  - c. Type of package, if any (box, case, crate, **palletized** unit loads, etc. ) .
  - d. Dimensions of package.
  - e. Weight per package (pounds) .
  - f. Total number of packages.
  - g. Type of space required (heated, unheated, refrigerated, etc. ) .
  - h. Any special care desired of material in storage.
  - i. Shipper, method of shipment (rail, motor carrier, etc. ) and point of origin.
  - j. Originating carrier if storage-in-transit is desired.
  - k. Rate of delivery in carloads or truckloads per day or week as applicable and the date initial delivery can be expected.
  - l. Rate of withdrawals per day or week, **if** applicable.
  - m. The storage location desired, either by specific facility or "vicinity" (city, state, etc. ) as applicable.
  - n. Accounting classification of funds of ordering agency to be charged **for services and the name and address of the office** to which claims for reimbursement are to be forwarded.
  - o. Name and address of the accounting office of the ordering agency to which notice of receipt of material should be sent.
  - p. Records to be maintained **and reports to be rendered by the storing agency.**
  - q. **Period during** which services will be required. .
5. A request **for** services constitutes an order which **will** be the basis for obligation of funds of the requesting activity, and when accepted by a Government agency **will** constitute an anticipated reimbursement. Arrangements incident to the furnishing of services may be handled directly by the activities concerned.

### B. Strategic and Critical Materials

1. In making requests for services incident to the storage and handling of **stockpile** materials, the procedures set forth in the Strategic and Critical Materials Storage Manual will apply.

Enclosure 2

- 2. The GSA will furnish annual estimates to DOD Components of stockpile tonnages to be handled and space required for the storage of strategic and critical materials. In addition, GSA will furnish current forecasts quarterly **which will constitute valid orders upon the** DOD Components.
- 3. Special projects will be handled in accordance with paragraph D of attachment 3.

VIII. REIMBURSEMENT

**Billing** and reimbursement for services rendered will be made not less frequently than quarterly **nor** more frequently than monthly. The Federal civilian agency or the Department of Defense Component rendering services will establish the frequency and method of **billing** and collection.

IX. INACTIVATION OR DISPOSAL OF FACILITIES

In the event it becomes necessary for the Department of Defense or a Federal civilian agency to inactivate or dispose of a facility used under the terms of this agreement, the agency owning the material agrees to assume responsibility for the care of its property or to remove the property to another location. The agency owning the material will be given at least 90 days' notice as to the plans with respect to the inactivation or disposal of the facility being utilized.

X. EFFECTIVE DATE

These rates and the provisions of this agreement are effective as of April 1, 1977. An effective date for each change will be established.

DEPARTMENT OF DEFENSE

GENERAL SERVICES ADMINISTRATION

Acting Assistant Secretary of Defense  
**(Installations and Logistics)**

Acting Deputy Administrator

Date \_\_\_\_\_

Date \_\_\_\_\_

Enclosure 2

Attachments - 3

1. Addresses of Department of Defense Contact Points
2. Addresses of Federal Civilian Agency Contact Points
3. **Schedule of Services and Charges** for Strategic and Critical Material  
**Stockpile** Operations

AGREEMENT BETWEEN THE DEPARTMENT OF DEFENSE  
**AND**  
THE GENERAL SERVICES ADMINISTRATION (GSA)  
ON  
INTERAGENCY CROSS-SERVICING IN STORAGE ACTIVITIES

Addresses of Department of Defense Contact Points

DEPARTMENT OF THE ARMY

Deputy Chief of Staff (Logistics)  
DALO-SMS-R  
Washington, **D.C.** 20310

DEPARTMENT OF THE NAVY

Naval Supply Systems Command  
Storage Branch, Code **SUP 0321**  
**Washington, D.C. 20376**

Commandant of the Marine Corps  
Deputy Chief of Staff for Installations  
and Logistics **(LMP)**  
Washington, **D.C.** 20380

DEPARTMENT OF THE AIR FORCE

Transportation Support and Services Division  
Directorate of Transportation  
Deputy Chief of **Staff, Systems & Logistics**  
**Washington, D.C. 20330**

DEFENSE LOGISTICS AGENCY

Depot Operations Division  
Directorate of Supply Operations  
Alexandria, VA 22314

AGREEMENT BETWEEN THE DEPARTMENT OF DEFENSE  
AND  
THE GENERAL SERVICES ADMINISTRATION (GSA)  
ON  
INTERAGENCY CROSS -SERVICING IN STORAGE ACTIVITIES

Addresses of Federal Civilian Agency Contact Points

General Services Administration  
Assistant Commissioner, Office  
of Customer Service and Support  
Federal Supply Service  
Washington, D.C. 20406

Department of Agriculture  
Director, Office of Operations  
Washington, D.C. 20250

Department of Commerce  
Director, Office of Administrative  
Services and Procurement  
Washington, D.C. 20230

National Aeronautics & Space  
Administration  
Assistant Administrator for  
Procurement  
Washington, D. C. 20546

Department of Health, Education &  
Welfare  
Director, Office of General Services  
Washington, D.C. 20201

US Information Agency  
Chief, Administrative Services  
Division  
Washington, D.C. 20547

Tennessee Valley Authority  
Director of Property and Supply  
Chattanooga, Tennessee 37401

Postal Service  
General Manager, Supply  
Management Division  
Washington, D.C. 20260

Department of Treasury  
Director, Office of Administrative  
Programs  
Washington, D.C. 20420

Veterans' Administration  
Director, Supply Service  
Department of Medicine & Surgery  
Washington, D.C. 20420

Department of the Interior  
Director, Office of Management  
Services  
Office of the Administrative  
Assistant Secretary  
Washington, D.C. 20240

Department of Justice  
Chief, Administrative Services,  
Programs & Security Staff  
Office of Management & Finance  
Washington, D.C. 20530

Energy Research and Development  
Administration  
Director, Division of Procurement  
Washington, D.C. 20545

i  
SCHEDULE OF SERVICES AND CHARGES FOR STRATEGIC  
AND CRITICAL MATERIAL STOCKPILE  
OPERATIONS

A. Fixed rates for storage in terms of gross square feet of space allocated for covered or controlled storage and gross square feet of space occupied for open storage are established as follows:

<u>Type of Storage</u>	<u>Rate Per Sq. Ft.</u> <u>Per Annum</u>
Heated or controlled humidity	73¢
All other covered space	55¢
Open Space	15¢

The above rates are based on costs of the following functions:

1. Storage supervision and support
2. Security
3. Fire protection
4. Utilities
5. Janitorial services
6. internal transportation (operation and minor maintenance of motor vehicles and **railroad** switching)
7. Maintenance of building and grounds, except major repairs
8. Administrative functions (**mail** and messenger services, **fiscal** and **payroll** activities, document processing, reporting and inventory control activities)

B. Fixed rates for handling in terms of short tons are established for each of the **following** major commodity groups:

<u>Commodity Group</u>	<u>Rate per Short Ton</u>
Ore	\$2.17
Bars, ingots, rods, pigs, and other primary forms of <b>metal</b>	6.11

<u>Commodity Group</u>	<u>Rate per Short Ton</u>
Materials in containers such as bags, boxes, crates, drums and bales except rubber and mica	\$ 6 . 9 6
Rubber	14.16
Mica	30.27

The above rates are based on the following elements of costs:

1. Direct civilian labor, plus 29% for leave and personnel benefits.
2. Operations of materials handling equipment (MHE), at established hourly rates (these rates include the cost of gas and oil consumed and minor maintenance, but exclude repairs and depreciation) .
3. Materials consumed for such activities as dunnage, blocking, bracing and for minor reworking.

C. The rates in paragraph B., above, do not apply when:

1. It is necessary for the depot to contract for the handling work involved. In such event, GSA will reimburse the DOD Component for the actual cost paid to the contractor and the DOD contract administration costs.
2. GSA contracts directly for handling services at DOD depots.

D. The rates in paragraph A. and B., above, do not cover the costs of stockpile storage and handling at tank farms, including all tanks in which either liquid or solid (e. g., primary metals) strategic and critical materials are stored or stockpile activities other than storage and handling [receiving and shipping). These activities will be reimbursed as "special projects" on a direct cost basis which will require prior approval by GSA program officials.

**DOD DIRECTIVES/INSTRUCTIONS AND MILITARY  
SERVICE/AGENCY IMPLEMENTING PUBLICATIONS**

<u>DOD DIRECTIVE/INSTRUCTION</u>	<u>AIR FORCE</u>	<u>ARMY</u>	<u>NAVY</u>	<u>MARINE CORPS</u>	<u>LOGISTICS AGENCY</u>
4000.19	AFR 400-8 400-27	AR 37-19	SECNAVINST 4000.20B	Navy Reference	DLAR 5030.3
4100.15	AFM 26-1 91-1	AR 235-5 700-90	SECNAVINST 4860.44B	Navy Reference	DLAR 415.3
4140.25	AFR 67-14 74-3 74-14	DOD 4140.25M	OPNAVINST 4020.24	Navy Reference	DOD 4140.25M
4145.5	AFR 69-4	AR 740-1	NAVSUPINST 4450.22	MCO P4450.7C	DLAR 4145.3
4145.1	DOD 4145.9-R	4145.19-R	DOD 4145.19-R NAVSUPINST 4450.2 NAVSUP Manual Vol II, para 27015	DOD 4145.19-R Navy References	DOD 4145.9-R
4165.6	AFR 87-22	AR 405-10	NAVFAC Publication P-73	Navy Reference	To be implemented
4165.12	AFR 87-1 87-22	AR 415-20	SECNAVINST 11011.44/ NAVFAC Publication P-73	Navy References	DLAR 4165.4
4165.20	AFR 87-22	AR 415-15 420-17 735-20	SECNAVINST 1011.8A	Navy Reference	Not applicable to DLA
5030.53	AFR 69-2	AR 405-1	SECNAVINST 7000.21	Navy Reference	To be implemented
7041.3	AFR 86-1	AR 11-28	SECNAVINST 7000.14B/ NAVFAC Publication P-442	Navy References	DLAR 7041.1
7220.7	AFR 77-9	AR 700-90	NAVCOMPT Manual, Vol 2, para 024640 (2100 Series of Accounts)	Navy Reference	DLAM 7000.
7410.4	AFR 76-11 76-28 170-10	AR 37-10	NAVCOMPT Manual, Vol 3	Navy Reference	DLAM 7000.

Enclosure 3